



राजपत्र, हिमाचल प्रदेश (असाधारण)

हिमाचल प्रदेश राज्यशासन द्वारा प्रकाशित

शिमला, शनिवार, 14 मार्च, 1987/23 फाल्गुन, 1908

हिमाचल प्रदेश सरकार

PANCHAYATI RAJ DEPARTMENT

NOTIFICATIONS

Shimla-2, the 28th February, 1987

No. PCH-HB (2)-1/83.—In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Himachal Pradesh, in consultation with the Himachal Pradesh Public Service Commission is pleased to make the Recruitment and Promotion Rules for the post of Editor-cum-Panchayat Information Officer in the Panchayati Raj Department of Himachal Pradesh as per Annexure-I appended to this notification, namely:—

1. Short title and commencement.—(i) These rules may be called the Recruitment and Promotion Rules for the post of Editor-cum-Panchayat Information Officer Class III in the Department of Panchayati Raj in Himachal Pradesh Government.

(ii) These rules shall come into force from the date of publication in the Official Gazette.

2. **Repeal and Saving Clause.**—The rules promulgated *vide* this department notification No. 15-15/61-Panch, dated the 26th May, 1969 in respect of the category of Editor-cum-Panchayat Information Officer are hereby repealed, provided that such repeal shall not affect the said Rules or anything done or any action taken thereunder.

ANNEXURE-I

Recruitment and Promotion Rules for the post of Editor-cum-Panchayat Information Officer in the Department of Panchayati Raj in Himachal Pradesh Government

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| 1. Name of the post | Editor-cum-Panchayat Information Officer. |
| 2. Number of posts | 1 (One) |
| 3. Classification | Class-III (Non-Gazetted) |
| 4. Scale of Pay | Rs. 700—1200 |
| 5. Whether selection post or non-selection post. | Non-Selection |
| 6. Age for direct recruitment | Between 18 to 32 years: |

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on *ad hoc* or on contract basis:

Provided further that if a candidate appointed on *ad hoc* basis had become over age on the date when he was appointed as such he shall not be eligible for any relaxation in the prescribed age limit by virtue of his such *ad hoc* or contract appointment:

Provided further that upper age limit is relaxable for Scheduled Castes/Scheduled Tribes/other categories of persons to the extent permissible under the general or special orders of the Himachal Pradesh Government:

Provided further that the employees of all the public sector corporations and autonomous bodies who happened to be Government servants before absorption in public sector corporation/autonomous bodies at the time of initial constitution of such corporation/autonomous bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the public sector corporations/autonomous bodies who were/are subsequently appointed by such corporations/autonomous bodies and are/were finally absorbed in the service of such corporations/autonomous bodies after initial constitution of the public sector corporations/autonomous bodies.

Note 1.—Age limit for direct recruitment will be reckoned from the last date fixed for receipt of application by the Commission.

Note 2.—Age and experience in the case of direct recruitment are relaxable at the discretion of the Himachal Pradesh Public Service Commission in case of the candidate is otherwise well qualified.

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| 7. Minimum educational and other qualifications required for direct recruits. | <p><i>Essential:</i> Graduate from a recognised University.</p> <p><i>Desirable:</i> (i) Two years experience in Journalism, in a newspaper or in a Government Publicity Organisation or writing in Newspapers/Journals of standing.</p> <p>(ii) Knowledge of customs, manners and dialects of H. P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.</p> |
| 8. Whether age and educational qualification prescribed for direct recruits will apply in the case of the promotees. | <p><i>Age:</i> Not Applicable.</p> <p><i>Educational Qualification:</i> Not applicable.</p> |
| 9. Period of probation, if any | Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing. |
| 10. Method of recruitment whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by various methods. | 100 % by direct recruitment. |
| 11. In case of recruitment by promotion, deputation/transfer, grades from which promotion/deputation/transfer is to be made. | Not applicable. |
| 12. If a Departmental Promotion Committee exists, what is its composition. | As may be constituted by the Government from time to time. |
| 13. Circumstances under which the H.P. P.S.C. is to be consulted in making recruitment. | As required under the law. |
| 14. Essential requirement for a direct recruit: | <p>A candidate for appointment to any service or post must be,—</p> <p>(a) a citizen of India, or</p> <p>(b) a subject of Nepal, or</p> <p>(c) a subject of Bhutan, or</p> |

- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India,
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Himachal Pradesh Public Service Commission or other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

15. Selection for appointment to post by direct recruitment.

Selection for appointment to the post in the case of direct recruitment shall be made on the basis of *viva-voce* test; and if the Himachal Pradesh Public Service Commission or other recruiting authority, as the case may be, so consider necessary or expedient by a written test or a practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority, as the case may be.

16. Reservation

The appointment to this service shall be subject to orders regarding reservation in the services for Scheduled Castes/Scheduled Tribes/Backward Classes/other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Power to relax

Where the State Government is of the opinion that it is necessary or expedient so to do, it may by order for reason to be recorded in writing and in consultation with the H.P.P.S.C. relax any of the provisions of these rules with respect to any class or category of persons or posts.

Shimla-2, the 28th February, 1987

No. PCH-HB (2)-1/83.—In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Himachal Pradesh, in consultation with the Himachal Pradesh Public Service Commission, is pleased to make the Recruitment and Promotion Rules for the post of District Audit Officers in the Panchayati Raj Department of Himachal Pradesh as per Annexure-I appended to this notification, namely:—

1. *Short title and commencement.*—(i) These rules may be called the Recruitment and Promotion Rules for the post of District Audit Officer (Class-III) in the Department of Panchayati Raj in the Himachal Pradesh Government.

(ii) These rules shall come into force from the date of publication in the Official Gazette.

2. *Repeal and Saving Clause.*—The rules promulgated vide this department notification No. 15-15/61 Panch, dated the 26th May, 1969 in respect of the category of Educational Panchayat Officers/District Audit Officers/Instructors are hereby repealed; provided that such repeal shall not affect the said rules or anything done or any action taken thereunder.

ANNEXURE-I

Recruitment and Promotion Rules for the post of District Audit Officer (Class-III) in the Department of Panchayati Raj in the Himachal Pradesh Government

1. Name of the post	District Audit Officer.
2. Number of posts	12.
3. Classification	Class-III (Non-Gazetted).
4. Scale of Pay	Rs. 700—1200.
5. Whether selection post or non-selection post.	Non-selection.
6. Age for direct recruitment	Between 18 to 32 years:

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on *ad hoc* or on contract basis:

Provided further that if a candidate appointed on *ad hoc* basis had become over age on the date when he was appointed as such he shall not be eligible for any relaxation in the prescribed age limit by virtue of his such *ad hoc* or contract appointment:

Provided further that upper age limit is relaxable for Scheduled Castes/Scheduled Tribes/other categories of persons to the extent permissible under the general or special orders of the Himachal Pradesh Government:

Provided further that the employees of all the public sector corporations and autonomous bodies who happened to be Government servants before absorption in public sector corporation/autonomous bodies at the time of initial constitution of such corporation/autonomous bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the public sector corporations/autonomous bodies who were/are subsequently appointed by such corporations/autonomous bodies and are/were finally absorbed in the service of such corporations/autonomous bodies after initial constitution of the public sector corporations/autonomous bodies.

Note 1.—Age limit for direct recruitment will be reckoned from the last date fixed for receipt of application by the Commission.

Note 2.—Age and experience in the case of direct recruitment are relaxable at the discretion of the Himachal Pradesh Public Service Commission in case of the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruits.

Essential : Degree in B. Com. or its equivalent from a recognised University.

Desirable: (i) Knowledge of Acts and Rules of the Department.

(ii) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification prescribed for direct recruits will apply in the case of the promotees.

Age: Not applicable.

Educational qualifications : Not applicable.

9. Period of probation, if any

Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method of recruitment whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by various methods.

100% by promotion failing which by direct recruitment.

11. In case of recruitment by promotion, deputation/transfer, grades from which promotion/deputation/transfer is to be made.

By promotion from amongst Auditors with 3 years regular service including *ad hoc* service rendered upto 31-12-1983.

Note.—In all cases of promotion *ad hoc* service rendered in the feeder post upto 31-12-1983, if any prior to the regular appointment to the post shall be taken into account towards the length of service as prescribed in these rules for promotion subject to the condition:—

(a) That in all cases where a junior person becomes eligible for consideration by virtue of his total length of service (including *ad hoc* service rendered upto 31-12-1983) in the feeder post. In view of the provisions referred to above, all persons senior to him in the respective category, post/cadre shall be deemed to be eligible for consideration and placed above the junior persons in the field of consideration:

Provided that all incumbents to be considered for promotion shall possess the minimum qualifying service of at least three years or that prescribed in the Recruitment and Promotion Rules for the post, whichever is less:

Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the preceding proviso, the person(s) junior to him shall also be deemed to be ineligible for consideration for such promotion.

(b) Similarly, in all cases of confirmation, *ad hoc* service rendered in the post upto 31-12-1983 if any, prior to the regular appointment against such post shall be taken into account towards the length of service:

Provided that the inter-seniority as a result of confirmation after taking into account *ad hoc* service shall remain unchanged.

(c) *Ad hoc* service rendered after 31-12-1983 shall not be taken into account for confirmation/promotion purposes.

Note.—Provisions of rules 10 and 11 are to be revised by the Government in consultation with the Commission as and when the number of posts under rule 2 are increased.

12. If a Departmental Promotion Committee exists, what is its composition.

As may be constituted by the Government from time to time.

13. Circumstances under which the H.P.P.S.C. is to be consulted in making recruitment.

As required under the Law.

14. Essential requirement for a direct recruit

A candidate appointed to any service or post must be,—

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India,
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Himachal Pradesh Public Service Commission or other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

15. Selection for appointment to post by direct recruitment.

Selection for appointment to the post in the case of direct recruitment shall be

made on the basis of *viva-voce* test; and if the Himachal Pradesh Public Service Commission or other recruiting authority, as the case may be, so consider necessary or expedient by a written test or a practical test, the standard/syllabus etc. of which will be determined by the Commission or other recruiting authority as the case may be.

16. Reservation

The appointment to this service shall be subject to orders regarding reservation in the services for Scheduled Castes/Scheduled Tribes/Backward Classes/other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Power to relax

Where the State Government is of the opinion that it is necessary or expedient so to do, it may by order for reason to be recorded in writing and in consultation with the H.P.P.S.C. relax any of the provisions of these rules with respect to any class or category of persons or posts.

Shimla-2, the 28th February, 1987

No. PCH-HB (2)-1/83.—In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Himachal Pradesh, in consultation with the Himachal Pradesh Public Service Commission, is pleased to make the Recruitment and Promotion Rules for the post of Instructors in the Panchayati Raj Department of Himachal Pradesh as per Annexure-I appended to this notification, namely:—

1. Short title and commencement.—(i) These rules may be called Recruitment and Promotion Rules for the post of Instructor (Class-III) in the Department of Panchayati Raj in the Himachal Pradesh Government.

(ii) The rules shall come into force from the date of publication in the Official Gazette.

2. Repeal and Saving Clause.—The rules promulgated *vide* this Department notification No. 15-15/61-Panch, dated the 26th May, 1969 in respect of the category of Educational Panchayat Officers/District Audit Officers/Instructors are hereby repealed, provided that such repeal shall not affect the said rules or anything done or any action taken thereunder.

ANNEXURE-I

Recruitment and Promotion Rules for the post of Instructor (Class-III) in the Department of Panchayati Raj in Himachal Pradesh Government

1. Name of the post
2. Number of posts

Instructor.
6 (Six).

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| 3. Classification | Class-III (Non-Gazetted). |
| 4. Scale of pay | Rs. 700—1200. |
| 5. Whether selection post or non-selection post. | Non-selection. |
| 6. Age for direct recruitment | Between 18 to 32 years: |

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on *ad hoc* or on contract basis:

Provided further that if a candidate appointed on *ad hoc* basis had become overage on the date when he was appointed as such he shall not be eligible for any relaxation in the prescribed age limit by virtue of his such *ad hoc* or contract appointment:

Provided further that upper age limit is relaxable for Scheduled Castes/Scheduled Tribes/other categories of persons to the extent permissible under the general or special orders of the Himachal Pradesh Government:

Provided further that the employees of all the public sector corporations and autonomous bodies who happened to be Government servants before absorption in public sector corporation/autonomous bodies at the time of initial constitution of such corporation/autonomous bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the public sector corporations/autonomous bodies who were/are subsequently appointed by such corporations/autonomous bodies and are/were finally absorbed in the service of such corporations/autonomous bodies after initial constitution of the public sector corporations/autonomous bodies.

Note-1.—Age limit for direct recruitment will be reckoned from the last date fixed for receipt of application by the Commission.

Note-2.—Age and experience in the case of direct recruitment are relaxable at the discretion of the Himachal Pradesh Public Service Commission in case of the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruits.

Essential: A Degree from a recognised University.

Desirable: (i) Knowledge of Acts and Rules of the Department.
(ii) Knowledge of customs, manners and dialects of H. P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of the promotees.

Age: Not applicable.
Educational qualifications: Not applicable.
9. Period of probation, if any

Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.
10. Method of recruitment whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by various methods.

100% by promotion failing which by direct recruitment.
11. In case of recruitment by promotion, deputation/transfer, grades from which promotion/deputation/transfer is to be made.

By promotion from amongst Panchayat Inspectors with at least 3 years regular or regular combined with *ad hoc* (rendered upto 31-12-1983) service, as such.

Note.—In all cases of promotion *ad hoc* service rendered in the feeder post upto 31-12-1983, if any prior to the regular appointment to the post shall be taken into account towards the length of service as prescribed in these rules for promotion subject to the condition:—

(a) That in all cases where a junior person becomes eligible for consideration by virtue of his total length of service (including *ad hoc* service rendered upto 31-12-1983) in the feeder post. In view of the provisions referred to above, all persons senior to him in the respective category

post/cadre shall be deemed to be eligible for consideration and placed above the junior person in the field of consideration:

Provided that all incumbents to be considered for promotion shall possess the minimum qualifying service of at least three years or that prescribed in the Recruitment and Promotion Rules for the post, whichever is less:

Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the preceding proviso, the person(s) junior to him shall also be deemed to be ineligible for consideration for such promotion.

(b) Similarly, in all cases of confirmation, *ad hoc* service rendered in the post upto 31-12-1983, if any, prior to the regular appointment against such post shall be taken into account towards the length of service:

Provided that the inter-seniority as a result of confirmation after taking into account *ad hoc* service shall remain unchanged.

(c) *Ad hoc* service rendered after 31-12-1983 shall not be taken into account for confirmation/promotion purposes.

Note—2. Provisions of rules 10 and 11 are to be revised by the Government in consultation with the Commission as and when the number of posts under rule 2 are increased.

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| 12. If a Departmental Promotion Committee exists, what is its composition. | As may be constituted by the Government from time to time. |
| 13. Circumstances under which the H.P.P.S.C. is to be consulted in making recruitment. | As required under the law. |
| 14. Essential requirement for a direct recruit | A candidate for appointment to any service or post must be,—
(a) a citizen of India, or
(b) a subject of Nepal, or |

- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India,
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi Zaire and Ethiopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Himachal Pradesh Public Service Commission or other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

15. Selection for appointment to post by direct recruitment.

Selection for appointment to the post in the case of direct recruitment shall be made on the basis of *viva-voce* test; and if the Himachal Pradesh Public Service Commission or other recruiting authority, as the case may be, so consider necessary or expedient by a written test or a practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority, as the case may be.

16. Reservation

The appointment to this service shall be subject to orders regarding reservation in the services for Scheduled Castes Scheduled Tribes/Backward Classes/other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Power to relax

Where the State Government is of the opinion that it is necessary or expedient

dient so to do, it may by order for reasons to be recorded in writing and in consultation with the H.P. P.S.C. relax any of the provisions of these rules with respect to any class or category of persons or posts.

Shimla-2, the 28th February, 1987

No. PCH-HB (2)-1/83.—In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Himachal Pradesh is pleased to make the Recruitment and Promotion Rules for the post of Drivers in the Panchayati Raj Department of Himachal Pradesh as per Annexure-I appended to this notification, namely:—

1. Short title and commencement.—(i) these rules may be called the Recruitment and Promotion Rules for the post of Drivers (Class-III) in the Department of Panchayati Raj, Himachal Pradesh Government.

(ii) These rules shall come into force from the date of publication in the Official Gazette.

2. Repeal and Saving Clause.—The rules promulgated *vide* this department notification No. 15-15/61-Panch, dated 26th May, 1969 in respect of the category of Drivers are hereby repealed, provided that such repeal shall not affect the said Rules or anything done or any action taken thereunder.

ANNEXURE-I

Recruitment and Promotion Rules for the post of Driver in the Department of Panchayati Raj, Himachal Pradesh Government

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| 1. Name of the post | Driver. |
| 2. Number of posts | 7 (Seven). |
| 3. Classification | Class-III (Non-Gazetted). |
| 4. Scale of pay | Rs. 400—600 (T.S.) Rs. 510—800 (20% S.G.). |
| 5. Whether selection post or non-selection post. | Non-selection. |
| 6. Age for direct recruitment | Between 18 to 32 years: |

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on *ad hoc* or on contract basis:

Provided further that if a candidate appointed on *ad hoc* basis had become overage on the date when he was appointed as such he shall not be eligible for any relaxation in the prescribed age limit by virtue of his such *ad hoc* or contract appointment:

Provided further that upper age limit is relaxable for Scheduled Castes/Scheduled Tribes/other categories of persons to the

extent permissible under the general or special orders of the Himachal Pradesh Government:

Provided further that the employees of all the public sector corporations and autonomous bodies who happened to be Government servants before absorption in public sector corporation/autonomous bodies at the time of initial constitution of such corporation/autonomous bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the public sector corporations/autonomous bodies who were/are subsequently appointed by such corporations/autonomous bodies and are/were finally absorbed in the service of such corporations/autonomous bodies after initial constitution of the public sector corporations/autonomous bodies.

Note. 1.—Age limit for direct recruitment will be reckoned from the last date fixed for receipt of application by the Commission.

Note. 2.—Age and experience in the case of direct recruitment are relaxable at the discretion of the Himachal Pradesh Public Service Commission in case of the candidate is otherwise well qualified.

Essential.—At least Middle pass with a Driving licence for light transport vehicle with at least two years experience of driving in hilly areas.

Desirable.—Knowledge of customs, manners and dialects of H. P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

Age: Not applicable.

Educational qualification: Not applicable.

Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

100% by direct recruitment on the basis of interview and test as the Director may deem fit.

Not applicable.

7. Minimum educational and other qualifications for direct recruits.

8. Whether age and educational qualification prescribed for direct recruits will apply in the case of the promotees.

9. Period of probation, if any

10. Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by various methods.

11. In case of recruitment by promotion, deputation/transfer, grades from which

promotion, deputation/transfer is to be made.

12. If a Departmental Promotion Committee exists, what is its composition.
13. Circumstances under which the H. P.P.S.C. is to be consulted in making recruitment.
14. Essential requirement for a direct recruit

As may be constituted by the Government from time to time.

As required under the law.

A candidate for appointment to any service or post must be:—

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January 1962 with the intention of permanently settling in India,
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Srilanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanga-nyika & Zanzibar), Zambia, Malwai, Zaire and Ethopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the H. P. Public Service Commission or other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

15. Selection for appointment to post by direct recruitment.

Selection for appointment to the post in the case of direct recruitment shall be made on the basis of *viva-voce* test and if the H. P. Public Service Commission or other recruiting authority, as the case may be, so consider necessary or expedient by a written test or a practical test, the standard/syllabus etc. of which will be determined by the Commission/ other recruiting authority, as the case may be.

16. Reservation

The appointment to the service shall be subject to orders regarding reservation in the services for Scheduled Castes/Scheduled Tribes Backward Classes/other categories of persons issued by the H. P. Government from time to time.

17. Power to relax

Where the State Government is of the opinion that it is necessary or expedient so to do, it may by order for reasons to be recorded in writing and in consultation with the H. P. P. S. C. relax any of the provisions of these rules with respect to any class or category of persons or posts.

Shimla-2, the 28th February, 1987

No. PCH-HB(2)-1/83.—In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Himachal Pradesh is pleased to make the Recruitment and Promotion Rules for the post of Duplicating Machine Operator in the Panchayati Raj Department of Himachal Pradesh as per Annexure-I appended to this notification, namely:—

1. Short title and commencement.—(i) These rules may be called the Recruitment and Promotion Rules for the post of Duplicating Machine Operator (Class-III) in the Department of Panchayati Raj, Himachal Pradesh.

(ii) These rules shall come into force from the date of publication in the Official Gazette.

ANNEXURE—I

Recruitment and Promotion Rules for the post of Duplicating Machine Operator in the Department of Panchayati Raj, H.P.

1. Name of the post	Duplicating Machine Operator.
2. Number of posts	1 (One)
3. Classification	Class III (Non-Gazetted)
4. Scale of pay	Rs. 400—600
5. Whether selection post or non-selection post.	Non-selection.
6. Age for direct recruitment	Between 18 to 32 years:

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including these who have been appointed on *ad hoc* or on contract basis:

Provided further that if a candidate appointed on *ad hoc* basis had become over age on the date when he was appointed as such he shall not be eligible for any relaxation in the prescribed age limit by virtue of his such *ad hoc* or contract appointment:

Provided further that upper age limit is relaxable for Scheduled Castes Scheduled Tribes/ other categories of persons to the extent permissible under the general or special orders of the Himachal Pradesh Government:

Provided further that the employees of all the public sector corporations and autonomous bodies who happened to be Government servants

before absorption in public sector corporation/autonomous bodies at the time of initial constitution of such corporation/autonomous bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the public sector corporations/autonomous bodies who were/are subsequently appointed by such corporations/autonomous bodies and are/were finally absorbed in the service of such corporations/autonomous bodies after initial constitution of the public sector corporations/autonomous bodies.

Note 1.—Age limit for direct recruitment will be reckoned from the last date fixed for receipt of application by the Commission.

Note 2.—Age and experience in the case of direct recruitment are relaxable at the discretion of the Himachal Pradesh Public Service Commission in case of the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruits.

Essential.—Experience of Duplicating.

Desirable.—Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification prescribed for direct recruits will apply in the case of the promotees.

Age: Not applicable.

Educational qualification: Not applicable.

9. Period of probation, if any

Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method of recruitment whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by various methods.

100% by promotion failing which by direct recruitment.

11. In case of recruitment by promotion, deputation/transfer, grades from which promotion/deputation/transfer is to be made.

By promotion from Daftri.

Note.—In all cases of promotion *ad hoc* service rendered in the feeder post upto 31-12-1983, if any, prior to the regular appointment to the post shall be taken into account towards the length of service as prescribed in

these rules for promotion subject to the condition :—

(a) that in all cases where a junior person becomes eligible for consideration by virtue of his total length of service including *ad hoc* service rendered upto 31-12-1983 in the feeder post. In view of the provisions referred to above, all persons senior to him in the respective category post/cadre shall be deemed to be eligible for consideration and placed above the junior person in the field of consideration :

Provided that all incumbents to be considered for promotion shall possess the minimum qualifying service of at least three years or that prescribed in the Recruitment and Promotion Rules for the post, whichever is less :

Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the preceding proviso, the person (s) junior to him shall also be deemed to be ineligible for consideration for such promotion.

(b) Similarly, in all cases of confirmation, *ad hoc* service rendered in the post upto 31-12-1983 if any, prior to the regular appointment against such post shall be taken into account towards the length of service :

Provided that the inter-seniority as a result of confirmation after taking into account *ad-hoc* service shall remain unchanged.

(c) *Ad-hoc* service rendered after 31-12-1983 shall not be taken into account for confirmation/promotion purposes.

Note 2.—Provisions of rules 10 and 11 are to be revised by the Government in consultation with the Commission as and when the number of posts under rule 2 are increased.

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| 12. If a Departmental Promotion Committee exist, what is its composition. | As may be constituted by the Government from time to time. |
| 13. Circumstances under which the H. P. P.S.C. is to be consulted in making recruitment. | As required under the law. |
| 14. Essential requirement for a direct recruit. | A candidate for appointment to any service or post must be,—
(a) a citizen of India, or
(b) a subject of Nepal, or
(c) a subject of Bhutan, or |

- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India,
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika & Zanzibar), Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Himachal Pradesh Public Service Commission or other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

15. Selection for appointment to post by direct recruitment.

Selection for appointment to the post in the case of direct recruitment shall be made on the basis of *viva-voce* test; and if the Himachal Pradesh Public Service Commission or other recruiting authority, as the case may be, so consider necessary or expedient by a written test or a practical test, the standard/syllabus *etc.* of which will be determined by the Commission/other recruiting authority as the case may be.

16. Reservation.

The appointment to this service shall be subject to orders regarding reservation in the services for Scheduled Castes/Scheduled Tribes/Backward Classes/other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Power to relax.

Where the State Government is of the opinion that it is necessary or expedient so to do, it may by order for reasons to be recorded in writing and in consultation with the H.P.P.S.C. relax any of the provisions of these rules with respect to any class or category of persons or posts.

By order,
B. C. NEGI,
Additional Chief Secretary.

नियन्त्रक, मुद्रण तथा लेखन सामग्री, हिमाचल प्रदेश, शिमला-5 द्वारा मुद्रित तथा प्रकाशित।